

BIRSE COMMUNITY TRUST

Minutes of Board Meeting 20th February 2018

Trustees Present: Guy Haslam (Chair), Doug Boyle, John Hector, Jonathan Kitching, Hedge Shand

In Attendance: Jane Winton (Administrator)

Apologies: Rick Paul (Secretary to Board)

1. Introduction

1.1 The Agenda was confirmed and one apology noted. There were two items for AOB.

2. Minutes of Previous Board Meetings

2.1 The Minutes of Meeting on 18th January 2018 were approved and signed.

3. Matters Arising

3.1 It was confirmed that the smoke detector and emergency lighting checks for February were completed.

4. Finances

4.1 Annual Accounts 2017: The accounts information is with BHR and GH will produce a draft Trustees Report for review.

4.2 Commonty Accounts: The financial tables were reviewed and GH explained the agreement between BCT, Ballogie and Birse Estates to the other Trustees.

5. Administration

5.1 Manager: There are 2 applicants for this position with interviews taking place later this week.

5.2 Forests Monitor Visits: It was agreed that Trustees should forward reports to JW when they are walking in either of the 3 forests but no specific rota will be made up.

5.3 AGM: The first draft of the annual report was reviewed and will now be given to EF to layout in A5 for further review. For the next meeting trustees should try to think of potential new trustees.

6. Properties

6.1 Signage: It was agreed that new artwork will be prepared from information on the old signs.

6.2 Commonty Pinewoods: It was noted that GH and DB are to meet with the 3 Estates on 21st February. GH and DB are also going to complete a review of the way ahead for the management of the Commonty.

6.3 Finzean Community Woods: DB reported that roadside trimming had been completed and that SSE would be pruning near power lines.

6.4 Mills: £2k has been received from the Tesco application and GH will progress with a draft proposal for the signage.

7. Other Projects

7.1 Archive: The meeting with Sian Loftus is postponed until after the interviews for a manager.

8. Any Other Business

8.1 BTC: AGM to be held on Wednesday 21st March at 7.15pm in Birse Hall.

8.2 Birse Kirk Roof and Belfry: Andrew Nicol is getting quotes for repairs.

9. Trustee Meetings and Visits

9.1 Board Meetings: Next meetings confirmed Tuesday 20th March and Tuesday 17th April 2018 in the Archive Room at 7:15 p.m.

Signed.....

Date.....